

**GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
DEPARTMENT OF FOOD SUPPLIES & CONSUMER AFFAIRS
K BLOCK, VIKAS BHAWAN, I.P. ESTATE, NEW DELHI - 002
(ADMINISTRATION BRANCH)**

No. F.2(3)/2025/F&S/Admn./1989-96

Dated: 24/09/25

ORDER No. 68

In exercise of powers conferred under Rule 13 (3) & 18 of Delegation of Financial Power Rules, 1978 (read with section 46 of GNCTD Act 1991 and Rules framed under subsection 3 of Section 46 of GNCTD Act 1991 notified vide No. F.11/11/91-Fin (B) Dated 01.12.1993), in supersession of all previous orders regarding delegation of financial powers, the under signed is pleased to authorise Sh. Arun Kumar Jha (DANICS-2009), Special Commissioner (F&S), F&S Department to exercise the Financial Powers of H.O.D. (As per annexure-A) in respect of Department of Food Supplies & Consumer Affairs as delegated to H.O.D. by the Finance Department vide their O.M. No. FIN-POL/1/2025-Policy-Finance/Comp-246398/1758-1771 Dated 02.09.2025. Financial Powers delegated to Administrative Secretary vide above mentioned O.M. shall continue to be exercised by ACS, F&S.

The above delegation of financial powers is subject to completion of all codal formalities as per Rules applicable in each case. The officer will exercise these powers subject to such orders/instructions as may be issued from time to time by the Government of India/Government of NCT of Delhi and after vetting of the proposal by the Accounts functionaries of the Department.



**(PRASHANT GOYAL)
ADDL. CHIEF SECRETARY (F&S)**

No. F.2(3)/2025/F&S/Admn./1989-96

Dated: 24/09/25

Copy forwarded to:

1. P.S to ACS, F&S Department.
2. P.S. to Spl. CFS, F&S Department.
3. All Asstt. Commissioners/H.O.O., F&S Department.
4. DCA/Sr. AO/DDO(F&S Distts./HQ), Vikas Bhawan New Delhi
5. System Analyst F&S(HQ) to upload the order on the website of F&S
6. Pay & Accounts Officer Concerned through respective H.O.O./DDO.
7. Official Concerned.
8. Personal file
9. Guard file



**(RAJALAKSHMI FRANCIS)
DEPUTY CONTROLLER ACCOUNTS (F&S)**

Sub:-Delegation of Financial Powers to Special Commissioner, Food & Supply Department, GNCTD.

Sl. No.	Nature of Power	Financial Powers delegated to Special Commissioner, F&S
1.	<u>Contingent Expenditure</u>	
	(a) Unspecified Items (Recurring)	Rs. 5,00,000/- (Rupees five lakh) per annum
	(b) Unspecified Items (Non-Recurring)	Rs. 5,00,000/- (Rupees five lakh) per annum in each case
2.	(a) Hiring of any kind of vehicle	Rs. 5,00,000/- (Rupees five Lakh) Per month
	(b) Reimbursement of Conveyance charges	Rs. 4,000/- (Rupees Four Thousand) per month per person
	(c) Grant of Conveyance allowance to physically Handicapped	Full Power
3.	Electric gas and Water charges	Full Power
4.	Fixture and Furniture	
	(a) Purchase of furniture & fixture under CSS/ State Scheme/ any other Mission/ Project/ SSA/PM SHRI or any other such Schemes.	Rs. 1,00,000/- (Rupees One Lakh)
	(b) Purchase/ Repair/ Hiring/ Replacement & condemnation of furniture and fixture for offices other than (a)	Rs. 1,00,000/- (Rupees One Lakh) per annum
5.	Freight and demurrage/ Wharfage charges	Full Power
6.	(a) Hiring of any kind of equipment used in office	NIL
	(b) Purchase of Desert cooler, Room Cooler, Air-Conditioners	NIL
7.	Legal Charges	
	(a) Fees to Barristers, Advocates, Pleaders, Arbitrators and Umpires.	Full Power (Subject to guiding principles and rates as laid down by Law Department, GNCTD)
	(b) law suits or prosecution cases	
	(c) Arbitration cases	Full Power in case of authorities vested with powers to refer cases to arbitration, otherwise upto Rs. 2,00,000/-
	(d) Reimbursement of Legal Expenses incurred by Government servants in cases arising out of their official duties.	Full Power
	(e) Miscellaneous legal services, vetting services	Full Power
8.	Motor Vehicles	
	(a) Purchase of new vehicle	NIL
	(b) Replacement against condemnation	NIL
	(c) Maintenance, up keep and repair of vehicles	Full Power
	(d) Condemnation of Vehicles	Full Power
9.	Municipal rates and taxes	Full Power

	(d) Condemnation of Vehicles	Full Power
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10.	Works and Repairs	
	(a) Execution of petty works, repairs and day to day maintenance of Govt. buildings.	Rs. 10,00,000/- (Rupees Ten Lakh) per annum per building, if the work is executed departmentally. Full power if the work is executed through PWD.
	(b) Repairs and alterations to hired and requisitioned building	(i) Non - recurring :- Rs. 2,00,000/- (Rupees two lakh) per annum. (ii) Recurring :- Rs. 50,000/- (Rupees Fifty Thousand only) per annum
	(c) Administrative Approval and Expenditure Sanction to Works / Projects/ Schemes / Goods and Services defined by CPWD Manual and Manual for procurement of Goods & Services of Gol and endorsed by GNCTD	NIL
	(d) Hiring of Individual Consultants, Consultancies, Professionals	NIL
	(e) for Hiring of Individual Consultants/Consultancies/ Professionals/ PMUs etc. where these are provided under CSS/ Missions/ Schemes/ Projects	NIL
11.	Postal and Telegraphs Charges	
	(a) Charges for the issue of letters, telegram etc.	Full power
	(b) Commission on money orders	Full power
12.	(a) Printing and binding (Private printers Press)	Rs. 20,00,000/- (Rupees Twenty Lakh) Per Annum
	(b) Printing and binding (Through Government Press)	Full power
	(c) Printing of visiting cards for self & officers of the department.	Full power
13.	Publications:	Full power
	(a) Purchase of Official publication.	
	(b) Purchase of Non-official publications includes books, newspapers, other periodical publications, etc.	Full power
14.	Hiring of buildings	NIL
15.	(a) Repairs to and removal of machinery (where the expenditure is not of a capital nature)	Full power
	(b) Repairs/ Periodical servicing /AMC of machinery and equipment	Full power
16.	Staff paid from contingencies available with FD	NIL

17.	Purchase of stationery stores	Rs. 20,00,000/- (Rupees Twenty Lakh) Per Annum (After getting approval from Administrative Secretary/ ACS)
18.	Supply of Uniforms, badges and other articles of clothing etc., and Washing Allowance	Full power
19.	Performance of extra jurisdictional journey within India by the Government servant including payment of Delegation fee.	Full power Except in case of HOD (himself/herself/ for which the approval of concerned Secretary shall be obtained.
20.	Powers to declare a Gazetted Officer as Head of Office under Rule 14 of DFPRs.	NIL
21.	Advance drawal of money on abstract bill for meeting contingent expenditure where advance drawal is inevitable.	NIL
22.	Stores:	
	(a) Store required for works	Rs. 5,00,000/- (Rupees Five Lakh) per annum
	(b) Others stores i.e. stores required for the working of an establishment (instruments, equipments and apparatus).	Rs. 5,00,000/- (Rupees Five Lakh) per annum
	(c) Purchase of Medical stores and equipments	Rs. 5,00,000/- (Rupees Five Lakh) per annum
	(d) Purchase of equipment of training Institutes	N.A.
	(e) Purchase of stores such as seeds, pesticides etc. required for sale under the approved agricultural schemes	N.A.
23.	(a) Purchase of dietary articles/ clothing and other items for day to day use of Govt. Hospitals	N.A.
	(b) Purchase of dietary articles/ clothing for the inmates of institutions under the Dte. Of Social Welfare of any other department GNCTD	N.A.
24.	Tent and Camp Furniture	NIL
	(a) Initial Purchases	NIL
	(b) Replacement	NIL
	(c) Repairs	NIL
	(d) Hiring of a Tent	NIL
25.	Telephone Charges: - (As may be fixed by Government from time to time)	
	(a) Office Telephone	Full power
	(b) Sanction of Residential telephones in case of officers drawing salary in Level 12 of Pay matrix of 7th CPC (pre - revised PB-3 : 15,600-39,100 plus Grade Pay - 7,600/-) and above.	Full power
	(c) Installation of Internet Connection in office including leased lines.	Rs. 2,00,000/- (Rupees Two Lakh) per annum
26.	(a) Purchase of all office	Rs. 20,00,000/- (Rupees Twenty

	equipments and other services including all IT related goods and services.	lakhs) per annum (After getting approval from Administrative Secretary/ ACS)
	(b) Repair/ Replacement/ hiring/ condemnation/ maintenance of all office equipments and other services including all IT related goods and services.	Rs. 10,00,000/- (Rupees Ten lakhs) per annum (After getting approval from Administrative Secretary/ ACS)
27.	Expenditure on refreshments/ meals served for functional requirements/ including events Press Conference meetings/ Conference Seminar	N.A
28.	Write-off of Irrevocable Losses of stores or public money	
	(a) Irrevocable losses of stores/ money not due to theft, fraud or negligence.	Rs. 2,00,000/- (Rupees Two Lakh) in each case. Subject to observance of procedure/ instructions laid down in GFR, etc.
	(b) Losses due to theft, fraud or negligence	Rs. 10,000/- (Rupees Ten thousand) in each case
	(c) deficiencies and depreciation in the value of stores included in the stocks and other accounts	Rs. 1,00,000/- (Rupees One Lakh) in each case. Subject to observance of procedure/ instructions laid down in GFR, etc.
29.	Disposal of obsolete, surplus or unserviceable stores.	Rs. 40,00,000/- (rupees forty Lakhs) at a time, subject to acceptance of the recommendation of Condemnation Board by the Competent Authority.
30.	Investigation of Old Claims	Full power as per GFR
31.	Merits, Awards, stipends, loans and other educational scholarship to students.	N.A.
32.	Expenditure incurred on annual N.C.C. Camps, Combined Cadre Camps, refresher training course and pre-commission training etc.	N.A.
33.	Payment of publicity charges on DAVP rates or on rates approved by Government of NCT of Delhi.	NIL
34.	Payment of outfit allowances, refreshment allowance and washing allowance to NCC officers and cadets	N.A.
35.	Insurance of material and equipments received as a loan or an Aid from International and other organization.	NIL
36.	Grant of Special pay to Cashiers / Group 'C' staff handling cash.	Full Power
37.	Sanction of HBA to Govt. servants	Full power, except in respect of Secretaries and Head of Departments belonging to All India Service Officers
	Sanction of GPF withdrawal to Govt. servant	Full power, except in respect of Secretaries and Head of Departments belonging to All India Service Officers
38	(a) Sanction of Honorarium from Public exchequer	NIL

	(b) To sanction the undertaking of work for which fee/ Honorarium is offered and acceptance thereof.	As prescribed in FRSR
39	Sanction and payment to casual labourer for departmental work.	Full Power
40	Payment of remuneration to part-time teachers/ Guest Speakers etc.	N.A.
41	Payment of registration fee for seminars/ conferences	NIL
42	Clearance for forwarding of applications for various fellowships	Full power except in cases of Head of Department for which approval of concerned Secretary and Minister shall be obtained
43	Grant-in-Aid to the Grantee Institutions/ NGOs	NIL
44	Opening of Letter of Credit (LC) in Public Sector Banks except for 'Works', {only for overseas procurement}	NIL
45	Washing & dry cleaning of linen.	Full Power
46	(a) Engagement of Security & Sanitation Services	NIL
	(b) Engagement of Class IV staff, including MTS & Drivers and Nursing Orderlies on outsourced basis through private agencies and extension of contract thereof against the sanctioned vacant posts	NIL
	(c) Engagement of professionals like Life Guards, Sports Coaches, trainers etc. on outsourced basis through private agencies and extension of contract thereof against the sanctioned vacant posts	NIL
	(d) Outsourcing of kitchen services including supply of dietary articles against the sanctioned vacant posts	N.A.
	(e) Outsourcing of staff (Cooks etc.) for kitchen services against the sanctioned vacant posts.	N.A
	(f) Outsourcing of additional consulting and allied & Healthcare service staff in Hospitals against the sanctioned vacant posts	NIL
	(g) Outsourcing of the services of Data Entry Operators (DEOs) against vacant posts of DEOs/Ministerial posts	NIL
47	Continuation of Temporary posts	NIL
48	Expenditure on swearing-in-ceremony of Constitutional Authorities of GNCT of Delhi	NIL

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